



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposal for Annual Contract for Parks Gate Opening and Closing - PARKS

Solicitation Number: 6100007639, RFCSP-2016-087

Description: The City of San Antonio is soliciting bids for a contractor to provide transportation and labor to open, close, or open and close the main gate(s) of public parks, natural areas, or greenway trails within city limits in accordance with the specifications listed herein for the Parks and Recreation Department. There are nine locations which require that park gates be serviced daily, including holidays.

.Applicable Product Categories: 99046

Date Issued: October 2, 2016

Bid Due Date & Time: November 2, 2016 at 2:00pm Central Time

Pre-Submittal Conference: A Pre-Submittal Conference will be held at the Parks and Recreation Ron Darner Building, Pecan Conference Room, 5800 Enrique M. Barrera Pkwy., San Antonio, Texas 78227, at 9:30 a.m., Central Time, on October 7, 2016.

Staff Contact Person: RAMON SANCHEZ, PROCUREMENT SPECIALIST II,
E-mail: RAMON.SANCHEZ@SANANTONIO.GOV

Evaluation Committee Voting Members:

Roxanna Moreno, Assistant Parks and Recreation Manager
Erin De La Rosa, Fiscal Analyst, Parks and Recreation
Rocky Duque de Estrada, Senior Management Analyst- Park Projects, Parks and Recreation
Robert Rinn, Assistant Parks and Recreation Manager
Raul Crisantez, Lieutenant Park Police, Parks and Recreation

Pursuant to Section 003 – Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials and their staff regarding the RFCSP or proposals from the time the RFCSP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFCSP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFCSP to the Staff Contact Person listed below until **2:00 p.m.**, Central Time, on **October 26, 2016**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Ramon Sanchez, Procurement Specialist II
City of San Antonio, Finance Department, Purchasing Division
RAMON.SANCHEZ@SANANTONIO.GOV

Questions submitted and the City's responses will be posted with this solicitation.

To view this solicitation, go to <https://supplierservice.sanantonio.gov/irj/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response.

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: vendors@sanantonio.gov

Note: After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.